



Army Research Institute

Hints for Course Evaluation Survey Success!

***Title XI Conference, September 8-10
2004***

***Ronald Stump, Dr. Elizabeth Brady,
& Ronald Floden,
Occupational Analysis Office
September***

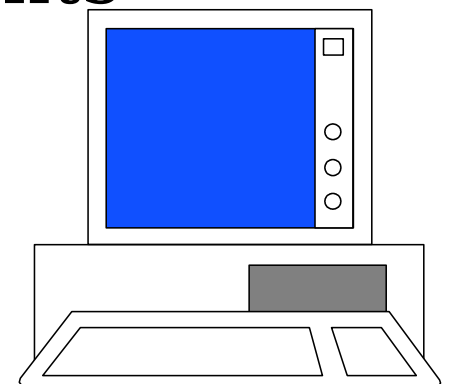




Agenda

5

- Proper Planning Prevents Poor Performance (P)
- Collaborate or punish....the role of QA
- Know your Course Evaluation survey bias
- AUTOGEN key dates
- Recent AUTOGEN enhancements
- Coming AUTOGEN enhancements
- ARI server enhancements
- Questions



September

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Proper Planning Prevents Poor Performance⁵(P)

- What is the purpose of survey
 - A scheduled event
 - A purported problem that requires validation
 - A political necessity

***Should be part
of MEP***

The purpose of the survey will undoubtedly determine your



Proper Planning Prevents Poor Performance (P)

- LEARN as much as possible about who you want to survey

How many Soldiers are in the MOS?

How many graduates within the last 12-months?

Will there be a difference between Soldiers in TDA units versus TOE?



How many Soldiers are deployed?

Are there perceived problems with the training?

How has POI been changed within the last year?



September



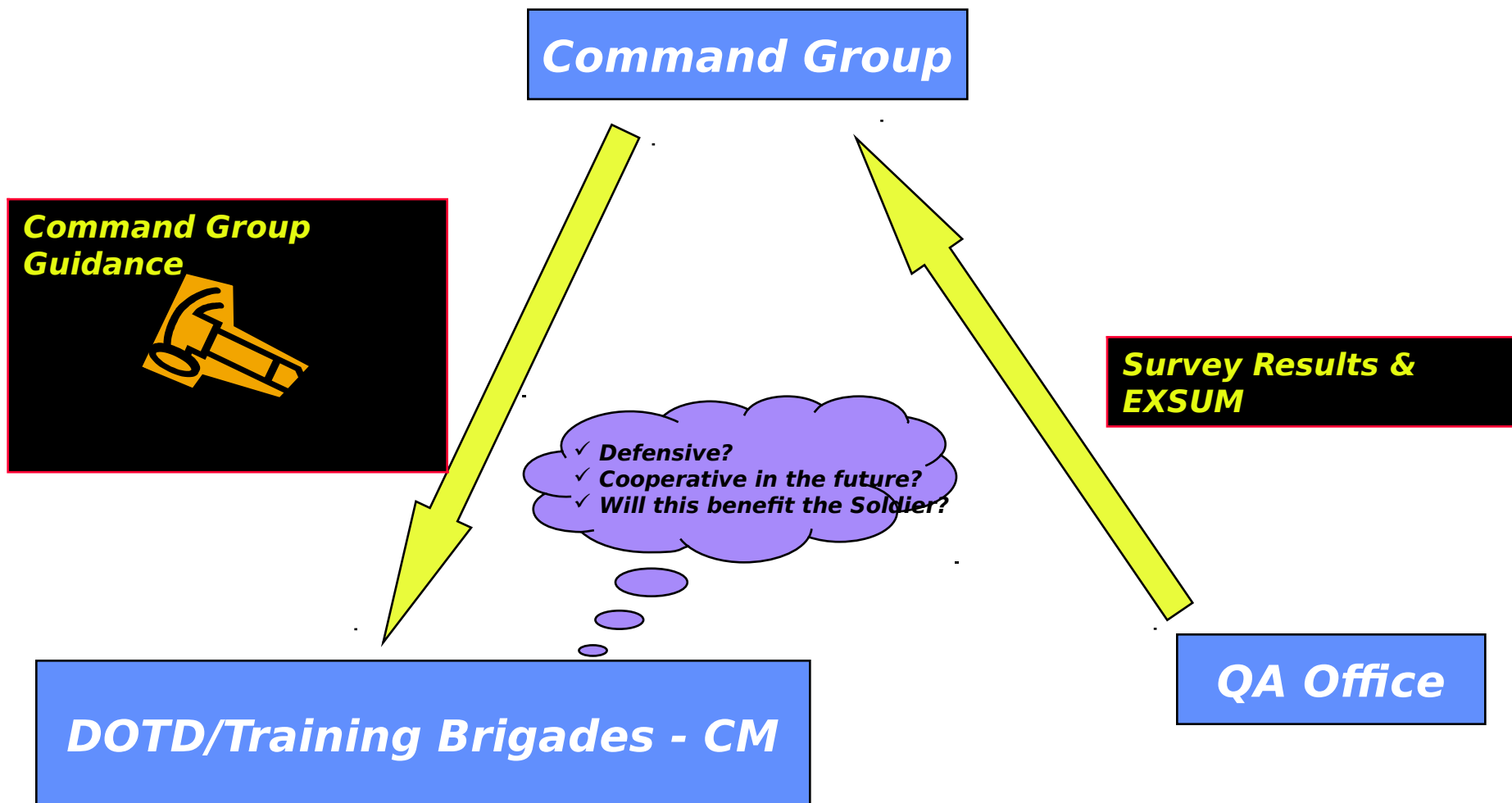
Proper Planning Prevents Poor Performance (P)

- **Anticipate problems with distribution and collection**
 - **Accurate email addresses**
 - School registration process
 - ATRRS Data (School Registrars)
 - **Strategize distribution process**
 - Define if possible, the location of your sample
 - Cover memo with link
 - Personalized email from CM with link
 - Use of AKO
 - Use of ARI Server
 - Contacting units
 - ❖ Use of CMD SGM
 - Survey returning Soldiers to the School (i.e., BNCOC, ANCOC, CCC)
 - **Test your link**
 - Does the survey appear?
 - Can you collect data?
 - **Best practices** - we **ALL** want to hear from you





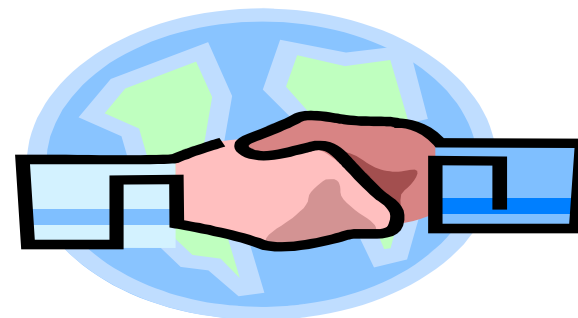
Collaborate or Punish....the Role of QA





Collaborate or Punish....the Role of QA

- Collaborate early on in the planning with TD/CM
 - Best source of information concerning the course
 - Collaborate on information possibly needed by TD/CM
 - Not a white glove inspection
 - Goal should be to make the course the "Best Course" possible for the Soldier
 - Provide draft executable of survey for comments (Pilot)
 - Provide official copies of all correspondence to your stake holders (i.e., EXSUM)
 - Communicate candidly and often





Know Your Course Evaluation Survey Bias

Course Graduates

Raosoftware Interform@ - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media

Address <http://127.0.0.1:8080/~preview.exe> Go Links SnagIt

Combined Arms Support Command

Save & Exit Questions answered 13%

When you were first assigned to a MOS 88M Skill Level 1 duty position following AIT could you perform all the tasks that are part of the SUBJECT AREA below to STANDARD?

Motor Transport Operator
Subject area description: Motor Transport Operator

☐ Yes
☒ No
☐ Do not know

List of tasks in this subject area

Back Next

Done Internet



Know Your Course Evaluation Survey Bias

Course Graduates

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Address <http://127.0.0.1:8080/~preview.exe> Go Links SnagIt

Combined Arms Support Command

Save & Exit Questions answered 14%

When you were first assigned to a MOS 88M Skill Level 1 duty position following AIT could you perform the tasks below to STANDARD?

Perform Preventive Maintenance Checks and Services

☐ Yes

☐ No

☐ Have not performed

Drive Vehicle with Automatic/Semiautomatic Transmission

☐ Yes

☐ No

☐ Have not performed

Back Next

Done Internet



Know Your Course Evaluation Survey Bias

Course Graduates

Raosoftware Interform® - Microsoft Internet Explorer

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Address http://127.0.0.1:8080/~preview.exe Go Links

Combined Arms Support Command

Save & Exit Questions answered 14%

Why didn't AIT training prepare you to perform the following task TO STANDARD?

Select all reasons that apply

Perform Preventive Maintenance Checks and Services

- ☐ Did not provide enough training
- ☐ Did not provide any training
- ☐ Trained on different equipment
- ☐ Trained on different procedures
- ☐ Did not provide the Skills/Knowledge needed
- ☐ Too much time between task training and task performance
- ☐ Do not know
- ☐ Another reason or reasons

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Done Internet



Know Your Course Evaluation Survey Bias

- Graduate bias
 - Do Soldiers know if they can perform a task to a specific standard?
 - Bias may be less for evaluation of BNCOC, ANCOC, CCC, etc.
 - Survey burden would be too great if conditions and standards were provided to Soldier
 - Do graduates represent your sample?
 - TDA vs TOE
 - Deployed vs non-deployed



Know Your Course Evaluation Survey Bias

Supervisors of Graduates

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Combined Arms Support Command

Save & Exit Questions answered 6%

When new AIT graduates are first assigned to MOS 88M Skill Level 1 duty positions can they perform all the tasks that are part of the SUBJECT AREA below to STANDARD?

Motor Transport Operator

Subject area description: Motor Transport Operator

☐ Yes

☐ No

☐ Do not know

List of tasks in this subject area

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Done Internet



Know Your Course Evaluation Survey Bias

Supervisors of Graduates

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File Edit View Favorites Tools Help

Back Forward Stop Home Search Favorites Media Mail Print Address Bar Go Links SnagIt

Address <http://127.0.0.1:8080/~preview.exe>

Combined Arms Support Command

Save & Exit Questions answered 6%

When new AIT graduates are first assigned to MOS 88M Skill Level 1 duty positions can they perform the tasks below to STANDARD?

Perform Preventive Maintenance Checks and Services

☐ Yes

☐ No

☐ Have not observed performance

Drive Vehicle with Automatic/Semiautomatic Transmission

☐ Yes

☐ No

☐ Have not observed performance

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Done Internet



Know Your Course Evaluation Survey Bias

Supervisors of Graduates

Microsoft Internet Explorer window titled "Raosoft@ Interform@ : - Microsoft Internet Explorer". The address bar shows "http://127.0.0.1:8080/~preview.exe".

Combined Arms Support Command

Save & Exit Questions answered 14%

Why didn't AIT training prepare you to perform the following task TO STANDARD?

Select all reasons that apply

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- ☐ Did not provide any training
- ☐ Trained on different equipment
- ☐ Trained on different procedures
- ☐ Did not provide the Skills/Knowledge needed
- ☐ Too much time between task training and task performance
- ☐ Do not know
- ☐ Another reason or reasons

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Done Internet



Know Your Course Evaluation Survey Bias

- Supervisor bias
 - Do supervisors know if Soldiers who recently graduated from courses (AIT, BNCOC, ANCOC, etc.) can perform a task to a specific standard?
 - Bias may be less for supervisors evaluation of AIT, BNCOC, ANCOC, CCC, etc.
 - Survey burden would be too great if conditions and standards were provided to supervisor
 - Survey responses are not weighted



AUTOGEN Key Dates

- Mandatory use of AUTOGEN (27 Jan 04)
- Version 2.5 released (29 Apr 04)
- Suspense for Version 2.5 comments (15 Jun 04)
 - 6 schools responded
 - ARI and TRADOC prioritized list
 - ARI/contractor negotiated costing
 - ARI and TRADOC finalized enhancements for Version 3.0
- Version 3.0 released (Oct/Nov 04)
- Usability testing of Version 3.0 (Oct/Nov 04)
- Suspense for Version 3.0 input for follow-on enhancements (Mar 05)



Recent AUTOGEN Enhancements

- Functional course capability
- Common core capability (authorized use only)
- Spell checker on your local PC
- Determine who sees the optional questions
- Added statistical capability (EZ Report and Rapid Report)
- Survey respondents can see a list of all tasks in a subject area before responding
- AIT, BNCOC, and ANCOC can be single or multiple surveys
- Sample size calculator
- Data Tools: Deleting bad cases – review
- Show counts in reports
- Printing option (other options being considered)



Spell Checker

Microsoft® ARI AUTOGEN 2.0

File Survey Data collection Append data Database tools Reports AOT analysis Help

1. Welcome 2. Create Survey 3. Data Collection 4. Append Data 5. Data Tools 6. Create Reports 7. AOT Analysis Help

Spell check

Words not found in the dictionary

ZZXYZ

Add to dictionary Ignore

Change word to

ZZXYZ

Change

Context where the word is found

Perform ZZXYZ on a daily basis

Cancel Finish

Create new subject area
Modify subject area
Delete subject area
Up Down
Add task numbers
Modify task
Delete task
Up Down

Cancel Help < Back Next >



Set Who Can See

Raosoft® ARI AUTOGEN 2.0

File Survey Data collection Append data Database tools Reports AOT analysis Help

1. Welcome 2. Create Survey 3. Data Collection 4. Append Data 5. Data Tools 6. Create Reports 7. AOT Analysis ? Help

Custom questions (max allowed 25) ENL_02K_AIT_OCT03.evl

Custom questions (max allowed 25)

To what extent did Initial Military Training (IMT) graduates display proper

Borrow questions
Create new question
Modify question
Delete question
Set who can see
Preview question
Up Down

Description

To what extent did Initial Military Training (IMT) graduates display proper military discipline when they arrived in your unit?
Who can see: ALL
Satisfaction/Interval scale
X=Don't know/have not observed graduate
1=Not at all
2=Some extent
3=Moderate extent

Cancel Help < Back Next >



Set Who Can See (cont.)

Raosoft® ARI AUTOGEN 2.0

File Survey Data collection Append data Database tools Reports AOT analysis Help

1. Welcome 2. Create Survey 3. Data Collection 4. Append Data 5. Data Tools 6. Create Reports 7. AOT Analysis Help

Custom questions (max allowed 25) ENL_02K_AIT_OCT03.EVL

Custom questions (max allowed 25)

Set question properties

☐ Require an answer for those that view this question

Select who can see this question

☒ Supervisor of AIT Graduates

☒ Graduate of AIT

Cancel Finish



List of Tasks in Subject Area

Signal Center and School

Save & Exit

Questions answered 18%



When new AIT graduates are first assigned to MOS 25M Skill Level 1 duty positions can they perform all the tasks that are part of the SUBJECT AREA below to STANDARD?

AIT SUBJECT AREA 2

Subject area description: DESCRIPTION OF AIT SUBJECT AREA 2

☐ Yes

☐ No

☐ Do not know

List of tasks in this subject area

Back

Next



List of Tasks in Subject Area (cont.)

Signal Center and School	
Save & Exit	Questions answered 18% <div><div></div></div>
Subject area:	DESCRIPTION OF AIT SUBJECT AREA 2
Tasks:	SL1 TASK 5 EXAMPLE 5 EXAMPLE 5 EXAMPLE 5 EXAMPLE 5 SL1 TASK 6 EXAMPLE 6 EXAMPLE 6 EXAMPLE 6 EXAMPLE 6 SL1 TASK 7 EXAMPLE 7 EXAMPLE 7 EXAMPLE 7 EXAMPLE 7 SL1 TASK 8 EXAMPLE 8 EXAMPLE 8 EXAMPLE 8 EXAMPLE 8
Continue	



Sample Size Calculator

Raosoft® ARI AUTOGEN 2.0

File Survey Data collection Append data Database tools Reports AOT analysis Help

1. Welcome 2. Create Survey 3. Data Collection 4. Append Data 5. Data Tools 6. Create Reports 7. AOT Analysis Help

Sample size calculator

Margin of error %
Level of confidence %
Return rate %
Unusable responses %

Population size
Population name

Completed surveys required
Send out surveys

Recalculate Add to table To WORD Help

Table

Name	Pop	Complete	Send	Margin	Conf.	Unusable	Return
PFC	800	260	578	5	95	10	50
SPC	700	249	554	5	95	10	50
SGT	600	235	523	5	95	10	50
SSG	500	218	485	5	95	10	50

Cancel

Raosoft® ARI AUTOGEN 2.0

Send out=438
Population size=400
Send out exceeds population size.
Return rate needs improvement.

OK

Finish



Data Tools - Deleting Bad Cases

Raasoft ARI AUTOGEN 2.0

File Survey Data collection Append data Database tools Reports AOT analysis Help

1. Welcome 2. Create Survey 3. Data Collection 4. Append Data 5. Data Tools 6. Create Reports 7. AOT Analysis Help

DATA TOOLS (Help: 53) ENL_77F_AITBNCANC_APR03.evl

Click 'VIEW CASES' to view all data in your survey database.

Click 'DELETE CASES' to view all data in your survey database with the delete cases enabled.

Click 'EXPORT' to send your database to ASCII or SPSS.

< Back View cases Delete cases Export Close

D:\ARI AUTOGEN 2.10\EvalFile...

File Edit View < > << >> Up Down Help

	USERID	USERPW	CASENBR
126 D	tweety	09250	
61 D	timothy	haleigh	
33 D	thango2	sandra	
64	Terror	Squad	
35 D	tbgoomez	jamez02	
5 D	StuartHart	cookie	
14	ssalnave	ssalnave	
42	Soldier01	wonder	
30 D	peaceful1	peace	
20	mykidz	spot1	
60 D	moses	jesus	



Show Counts

Raasoft® ARI AUTOGEN 2.0

File Survey Data collection Append data Database tools Reports AOT analysis Help

1. Welcome 2. Create Survey 3. Data Collection 4. Append Data 5. Data Tools 6. Create Reports 7. AOT Analysis Help

CREATE REPORT (Help: 36) ENL_77F_AITBNCANC_APR03.evl

External evaluation standard reports

Select course(s) to be analyzed

☒ AIT ☒ BNCOC ☒ ANCOC

Subject areas by course

Table

Graduates Hi-low

Supervisors Hi-low

Tasks by subject area by course

Table

Graduates Hi-low

Supervisors Hi-low

Why not done to standard

Tasks by course

Table

Graduates Hi - low

Supervisors Hi - low

Comments by course

Add tasks to training

Drop tasks from training

Course comments

All respondents

Demographics table

Demographics chart

Survey comments

☒ Show counts

Save report

Save As report

Cancel Help < Back Next > Finish



Show Counts (cont.)

BRANCH 25M AIT SUBJECT AREA ANALYSIS

Number of AIT Graduates = 15 Supervisors = 25

Subject Area (SA)	% Indicating Graduates did all (SA) tasks to standard					
	Graduates			Supervisors		
	Yes	No	Don't know	Yes	No	Don't know
AIT SUBJECT AREA 3	57% 8	43% 6	0% 0	64% 16	36% 9	0% 0
AIT SUBJECT AREA 2	53% 8	40% 6	7% 1	48% 12	40% 10	12% 3
AIT SUBJECT AREA 1	21% 3	71% 10	7% 1	24% 6	64% 16	12% 3



Coming AUTOGEN Enhancements

- Report for group differences between graduates and supervisors
- Number of bad cases will be reported
- Automatic date stamp will be added to the survey information page
- 3-way sort capability for analyzing bad cases
- Additional selection criteria will be added in the custom reports
- Appending data will be easier (1 button)



ARI Server Enhancements

- Current features:
 - ARI Server Manual released (25 Jun 04)
 - Data is backed up twice daily and full system backup once a week
- Upcoming Enhancements:
 - Additional folders on server for EVL and JOB
 - New server is faster and provides more space
 - Download multiple survey files vs. one at a time
 - Survey end date notification change
 - Ability to add attachments in E-mail (i.e., letter from CG)
 - Automatic E-mail reminder
 - E-mail will show the sender's name and school

September



Concerns or Questions?

